

**Milton Town Council Meeting
Milton Library 121 Union Street
Thursday, August 29, 2013, 6:30 p.m.**

**Transcriptionist: Helene Rodgville
[Minutes are not Verbatim]**

1. Call to Order ó Mayor Jones
2. Moment of Silence
3. Pledge of Allegiance to the Flag
4. Roll Call ó Mayor Jones

Vice Mayor Booros	Present
Councilman West	Present
Councilman Coté	Present
Councilwoman Parker-Selby	Present
Councilman Collier	Present
Mayor Jones	Present
Councilwoman Patterson	Present (Will be late)
Win Abbott, Town Manager	Arrived at 7:51 p.m.

5. Additions or Corrections to the Agenda
Mayor Jones: Does anyone have any additions or corrections to this evening's agenda? Hearing none, can I get a motion to approve the agenda?
6. Agenda Approval
Councilman Collier: I make a motion to approve the agenda, as written.
Councilwoman Parker-Selby: Second.
Mayor Jones: Any discussion? All those in favor say aye. Opposed. Motion carried.
7. New Business ó Discussion and possible vote on the following items:
 - a. Budget for FY 2014
Mayor Jones: We're back tonight to discuss the budget for 2014, where we left off. Councilman Coté, we're going to start with you this evening. When we finished up last week, you still had some questions. Could you just tell us please, are we looking at this that is labeled 8/29 at the bottom of the page?
Councilman Coté: That's a good place to start.
Mayor Jones: Okay, very good.
Councilman Coté: Chief was good enough to be here again tonight, so I'll start with the questions; too bad Win's not here, because these questions involve both of them. But maybe we can get some input from whoever has some. I'm looking at the Grants Expenditure Section; the bottom of page 5 and my question of the Chief and whoever else has input is the Notes; it shows no grant expenditures in the proposed budget

column and the notes out to the right indicate that it's all dedicated to overtime; which is \$47,000 or \$49,000 in the line up above, the beginning of the Police Department. My first question is, I want to just make sure the Chief is aware of it and if we all think that that's the way the grant is supposed to be used. Input, Chief.

Chief Phillips: So the question is, the two line items of...

Councilman Coté: EDIE and SALLIE.

Chief Phillips: That money is already being put in the same bank or kitty as our regular overtime? Is that my understanding?

Councilman Coté: No, I think the money will be deposited to the respective EDIE and SALLIE accounts, when it comes in; but there can be transfers out of that account. This is the way I would see it happening; that there would be transfers out of that account and the way this is laid out, to pay some of that \$47,000 of overtime.

Chief Phillips: Just out of curiosity, we got audited last year by somebody and they said that the money had to be in it's own account. Maybe I'm wrong, but I'm not sure... The State came in or someone came in...

Councilman Coté: It will be until... The way it works is the bills come in and they get paid out of the General Account and then when it's recognized that it's an EDIE or SALLIE item, the money is then transferred back to the General Account to repay the General Account for the money it spent.

Chief Phillips: Understand, okay.

Councilman Coté: So in this particular case, the way this is written, this money will be repaid to the General Account for overtime, the \$3,889 and the \$4,713, will all be repaid for overtime, not for anything else, based on this; because it shows zero under Other Expenditures, other than overtime.

Chief Phillips: So the way the budget sits now, what you're saying is if everything gets approved it will be locked down as overtime and we won't be able to use it to buy drug test kits or any other drug items or drug money, or things we need like that; is that your understanding?

Councilman Coté: That would be my understanding.

Chief Phillips: All I know is the last 11-1/2 ó 12 years it's always been my understanding and I'm not an accountant, but it always had to be separate and not added to the overtime, because there's no guarantee what it's going to be every year.

Councilman Coté: In this particular case, you're going to incur your overtime and at some point, somebody's going to say, I don't know whether you say it, or Mr. Abbott says it, I don't think Kristy will decide on her own, that okay, the Police Department had \$6,000 in overtime; other than holiday; so we're going to take all the EDIE money and pay that overtime. And not pay it, but...

Chief Phillips: EDIE money is usually used for like we do search warrants and raids; or your doing controlled buys or undercover buys, to pay the officers, and also use the money to pay informants and as buy money and the SALLIE money is usually used to buy things like drug test kits and renting cars, etc., etc., and things like that that you need to do the drug operation and equipment.

Councilman Coté: So it sounds like you're saying this shouldn't be that way; this shouldn't show zero for all of those things you just mentioned and the entire \$8,500 for the two of them, should not be just dedicated to overtime?

Chief Phillips: That's correct, in my understanding, yes.

Councilman Collier: That was given to us last week and that shows... I assume that's the grant application and it's saying that your requesting \$3,800 and some odd dollars for overtime.

Chief Phillips: Right. The way a lot of departments do it and the way we've done it the last 12 years, they put in for overtime and then if you need something or if something breaks down, if you need something like a body wire, or something like that, you could then change the grant and purchase what you need. That's what the money is for, is for drug investigations and things like that; not necessarily regular overtime. If you're going to do a raid or a round up, then the officers would get paid from that fund, and just that fund only.

Vice Mayor Booros: Chief, if your guys work overtime the first week of October, do you tell Town Hall take it out of the SALLIE money or take it out of the EDIE money, or does Town Hall grab your grant money first before they start using taxpayer's dollars?

Chief Phillips: No, Sir, what we do is, if we're doing an operation and you were working it, if you worked a narcotics... let's say we did a surveillance and you were getting paid out of the drug money, you'd fill out a voucher and then I would turn that in and then on the timesheet, it says EDIE on there and then Mrs. Rogers knows to take it out of that and there's a certain amount an hour; it's not the regular hourly pay.

Vice Mayor Booros: That's what I was wondering. So you make the determination which account it's coming out of. They don't just snag that first, before you they use it?

Chief Phillips: That's correct. Yes, Sir.

Vice Mayor Booros: Thank you.

Mayor Jones: Councilman Coté, I have a \$43,712 figure in my police overtime as projected and it looks as if both the SALLIE and the EDIE money have been included in that, simply by virtue of it no longer being in that column to the right hand side. Now, to speak up on the person who created this budget, that is how that application was made. It had not anything on there, as far as Supplies or Equipment; so looking at the budget line items, I would say that's exactly why it ended up in overtime, although to assure the Chief, it does sit in it's own account. But I believe that those numbers have been combined to add to the overtime. What I would like to avoid in the coming years, as I shot an email out to you, is the constant, not constant, but occasional movement of funds from one thing to another and so I would recommend, highly, to you that before the budget is passed if you wish to submit and I would like to see that paperwork, a request to realign those SALLIE or EDIE funds for Supplies. If you have an idea of projected Supplies; meaning your drug kits, meaning a body wire, I would ask you to make that change before this budget comes into it's final phases.

Chief Phillips: Okay, the only thing with that is it is hard to predict what we're going to need. If something breaks down then we know we need it; otherwise, that's why we bank that money until we do need it and then we use it up accordingly, you know what I mean? I mean, it's hard to explain. It's kind of like a safety net, so if we get during a drug operation and we need more money than we do, we have it there. It's available. If we do need it to buy some sort of equipment, right this second my mind's blank about what we can purchase with it, what we have; but I just can't think right this second what it is; but there are other items, like we could let's say we bought a used car or something or we were going to fix a bar light that went out of car, we could actually do an upgrade

to a vehicle, a one time enhancement on a vehicle and we'd be using the money for that. There's no guarantees. I can't foresee that coming until it gets here. You know what I mean? You could do a one time enhancement on a vehicle, whether it be a bar light, stripes and things like that, that we would be using it for.

Mayor Jones: But I do understand Councilman Coté why that sits in that account right now. That was the declared intention of those grants.

Councilman Coté: But as a...

Chief Phillips: In accounting for them, I don't know if that's how it's supposed to be done or not, because I don't know, but it's always been separate and I was always told by the State auditors that it had to be separate, but...

Councilman Coté: The money is separate. We don't have anything... There's no question about whether the money is separate. It's just what we're saying it's going to be spent for and if there's zero on the line... well we could always move it around later, I guess.

Chief Phillips: We have three years to spend this money and that's why we drag it out to use it as we need it. I mean, we could... technically we could use it to drug test all the officers, hypothetically, and pay for it; we could use it for upgrading a police car for stripes, or like I said bar lights. My mind is just blank without my sheet in front of me what we've done with it in the past. Right at this second, I just can't think. My mind's blank. The idea was to hang on to it and use as we needed it, so we wouldn't have to come to the Town and say, okay we need a new bar light. We're not budgeted for it. Then I can take it out of that. That's why we've always done with salary, so we can change it later on to help us out and save the Town from having to buy different things.

Vice Mayor Booros: Councilman Coté, the \$43,712 that's listed up there under Overtime, I know you're talking about the SALLIE grants and the EDIE grants, is that the number the Chief originally proposed; or is that the number Town Manager Abbott came up with, based on his schedule with mandatory Overtime and...

Councilman Coté: Yes, that's the second item, is the... The \$43,712 represents Mr. Abbott's calculation...

Vice Mayor Booros: Not the Chief's?

Councilman Coté: Not the Chief's. The Chief's original request, I think, was for \$29,000?

Chief Phillips: Yes. Yes.

Vice Mayor Booros: Are you comfortable with \$29,000 Chief?

Chief Phillips: Yes. That's what is confusing.

Vice Mayor Booros: You realize where he came up with the \$43,712; did you ever see that?

Chief Phillips: I see it, but I don't understand it, other than the... Unless it all came from the EDIE and SALLIE, is that what you're saying?

Vice Mayor Booros: No.

Councilman Coté: I think Mr. Abbott had...

Vice Mayor Booros: A schedule he came up with that you could be working, where everybody was going to work; we had round the clock coverage and everybody was on mandatory Overtime and that jacked it up to \$43,712 and nothing to do with your schedule; it had nothing to do with the Ad Hoc Committee; had nothing to do with anything but his schedule.

Chief Phillips: I see what you're saying.

Vice Mayor Booros: So I was going to ask Madame Mayor, who's number are we using in this particular spot? The Town Manager's or what the Chief originally proposed? Or something in between?

Mayor Jones: Well I would propose coming back to visit this at a time when Mr. Abbott is available to discuss some of these issues. Chief, I also, again, have to encourage you to look hard at your needs for your SALLIE and EDIE grants. I realize your EDIE grant is much tighter for it's use than your SALLIE grant; however, if you look at your submitted budget and you see on there materials that can be used, or can be bought, your SALLIE money; that is an acceptable expense, as long as the Council does not approve it on the operating budget, first. Once I made the mistake of recommending that we move some training expenses at a six-month budget review into one of the grants and that is what is known as supplanting, simply because the budget had already been approved by the Town. So if anything on your operating budget can be used and offset by SALLIE, that would be my recommendation, so that Council does not make the mistake of approving it first and then going back and trying to use grant funds for it.

Chief Phillips: I agree with that.

Mayor Jones: Do you understand? I use myself as an example, here. Yes. No.

Councilman Collier: I follow what you're saying.

Chief Phillips: I agree with you, but I'm not sure exactly what I need right this second, is what I'm saying. I don't have my... I have what we've brought in the past, and I don't have it with me, because I didn't know I was going to need it.

Mayor Jones: But you did form your budget this year knowing certain Supplies and Equipment that you were going to need. Right?

Chief Phillips: I'm sorry.

Mayor Jones: I said you did form your operating budget with lists of things that you believed you were going to need and right now, before Council approves that, that may be something that you can put a portion of onto a grant, so that it is not shouldered by the taxpayer's on the operating budget.

Chief Phillips: Yes, Ma'am. The only thing I can do is, if you give me time to go back and look at what we've bought in the past and then I can see what I can do from there and do the best I can with that.

Mayor Jones: Okay and look to your brand new operating budget that you submitted for approval to the Finance Committee. There is some of the equipment that you have asked for this year, that would legitimately be considered under Grant Expenses; Equipment, not EDIE; but SALLIE.

Chief Phillips: That's where at?

Mayor Jones: On your operating budget, the one you submitted to the Finance Committee, not here on this paperwork. These are just totaled figures, but for example in some of your Miscellaneous Repairs and Maintenance, whether or not you have a need for any equipment for the bike unit; those are all things that could be utilized, computers, items such as that; as you also have as I can segue into this, you also have a balance in your Sussex County Grant of \$15,000. That has less restriction on it than your SALLIE and your EDIE do.

Chief Phillips: Yes, Ma'am.

Councilman Coté: And the \$15,000 that you have left in Sussex County is because \$10,000 is going to pay for gasoline.

Chief Phillips: Yes, Sir.

Mayor Jones: So what is the wish on reducing the Overtime and going with the Chief's figure; until we can figure out the SALLIE and the EDIE that has landed in that account?

Vice Mayor Booros: Well I would say as far as the dollar value is concerned, the Chief has a better handle on what he thinks he's going to need, than Mr. Abbott.

Councilman Coté: I would agree and I don't think the SALLIE and EDIE Grant money got added to a number that Mr. Abbott calculated to come up with the \$43,712; I don't think anything got added to anything to come up with that; that's just what he calculated and said the other \$8,500 is going to help pay for it.

Vice Mayor Booros: I agree.

Mayor Jones: Okay.

Councilman Coté: I might just say split the difference in round numbers.

Vice Mayor Booros: Just to give the Chief some padding on what he proposes.

Councilman Coté: Give the Chief a little extra and so if we split the difference, it would be about \$35,000-\$36,000.

Vice Mayor Booros: I don't have a problem with that, at all; Chief, does that sound better to you?

Chief Phillips: That sounds fine with me. I would like to say that last time, I did cut 10% out, \$16,000 and we took more than that out, so I just want to let everybody know that I'm trying to help.

Councilman Collier: And we thank you, Chief.

Councilman Coté: Yes.

Chief Phillips: That sounds fine with me. If it works for me, it works for you; hopefully we won't need it all.

Councilman Collier: Alright, so we'll reduce that to \$35,000.

Councilman Coté: My next question and this is, again, a general...

Councilman West: Do we need a motion to drop that down?

Mayor Jones: No.

Councilman Coté: My next question is on the police salary line, which is on page 4 of the one that you all have. This is the number that Mr. Abbott calculated, which had I believe four 3% increases and one 7% increase included in the total of \$431,000. The salary schedule that we were sent by Mr. Abbott, shows the Police Department salaries as \$418,948; just the straight salary. For this point in the budget, until we decide what's going to happen with any increases, I would say we should use the \$418,948. I had another number last time, but I calculated off of one of Mr. Abbott's schedules and I think he was using a different number of hours, then he used in this one.

Councilman Collier: That's \$418,948?

Councilman Coté: \$418,948. Then I do have one question for the Chief. In looking at Mr. Abbott's salary schedule, and comparing the salary comparison schedule that was sent out, that I got this morning and do you have these Chief?

Chief Phillips: No, I do not.

Councilman Coté: Then I'll just walk over. The lowest in the salary schedule that Mr. Abbott sent, the lowest salary for an officer is \$33,428. On the Chief's schedule, the lowest salary for a patrolman is \$30,900.

Chief Phillips: What does he have that down there as?

Councilman Coté: He has the lowest one, he refers to as No Name; I'm assuming that's a recruit, is \$33,428. I just don't know which number we should be using for the new guys in.

Chief Phillips: My suggestion would be state the number we're at, for the time being and then after they graduate the Academy, maybe even six months into it, give them a stripe and promotion up to PFC, then make it the \$33,000 something.

Councilman Coté: You have PFC's at \$33,428 and a lower level of \$30,900.

Chief Phillips: I guess my question would be, if we're going at \$33,000, then what happens to the officer that's making \$33,000 now, if the new people come on and this guy has two years on the job? Where do we go from there? I'm glad to use \$33,000 if that's what you want, but I just didn't want to abuse the system here.

Vice Mayor Booros: And the Ad Hoc Committee made a recommendation to Council, low number to a high number; the high number being \$18.07 an hour, for when the guy gets out of the Academy and that would have come to \$37,585 a year; for the guy to get the raise after he comes out of the Academy; if you went with the highest number, which was \$18.07 and that's still putting them significantly lower than the other three that we had available to us at the time.

Councilman Coté: Yes.

Vice Mayor Booros: So when you're back down to \$33,000, you're right back down to the retention thing; even if you're upping them from \$30,000 to \$33,000 when they get out of the Academy, they're still making \$9,000-\$10,000 less than the other activities.

Councilman Coté: But we have the \$418,000 in the budget, it assumes that the last two guys are at \$33,428. Now, if they're really going to be paid while they're in the Academy at the \$30,900 level, there will just be a little excess in the budget; but I was just trying to figure out what the right starting number is; because if we're going to try to figure out some benefit to the Police Department employees, we need to know where we're starting from.

Councilman Collier: I agree.

Councilman Coté: So I don't whether we're starting at \$30,900 or \$33,428.

Councilwoman Parker-Selby: Chief, is a patrolman less certified than a PFC? I don't understand.

Chief Phillips: Yes, Ma'am. Once they graduate the Academy...

Councilwoman Parker-Selby: But that's the first level, the patrolman level.

Chief Phillips: Yes, Ma'am.

Councilwoman Parker-Selby: Okay, then they go through the training and then they go up to the \$33,428; that's the second level.

Chief Phillips: Yes, Ma'am. I personally and I'm just talking out loud here, I think we may be well to keep it at \$30,900 and then, after they graduate the Academy, then give them a little bump. That shows them that we're doing a little something for them.

Councilwoman Parker-Selby: Moving them up. That's why I was asking.

Councilman Collier: I would just like to know what the salary's are, because we've got so many numbers balancing around, I'm not sure.

Councilman Coté: I compared all the numbers in Mr. Abbott's schedule to the Chief's schedule and that starting position is the only one that was the difference, but it's \$4,000 or \$5,000 for the two of them in the budget.

Chief Phillips: I guess I have one question, I've got to ask. So what we're talking about,

we're not talking about the whole Police Department, we're just talking about the bottom two or three?

Councilman Coté: In terms of what?

Chief Phillips: Some sort of bump.

Councilman Coté: I wouldn't say that that's true. I wouldn't say that that's what we're talking about. The point of this discussion is what do we put in the starting budget, so we know what we think we're going to spend and what we think we're going to bring in and then figure out a place to find some money to do something for as many people as we think we can.

Chief Phillips: I guess, it would depend on what the Ad Hoc Committee comes up with next. Time is of the essence, I understand that.

Vice Mayor Booros: Right. It's not necessarily the starting number of the two people going into the Academy, it's retaining the ones that are already here, that we don't want to walk out; so the starting number, whether it's \$30,000 or \$33,000 is absolutely at this point...

Councilman Coté: That's a low ball number.

Vice Mayor Booros: It means nothing. What's going to come after it, because you can't give somebody a raise coming out of the Academy and having them making more than the two that have been here for years.

Councilman Coté: I agree.

Vice Mayor Booros: So, to just ask if it's going to be \$30,000 or \$33,000...

Councilman Coté: But we need to baseline the budget somewhere, so we know what we have as a surplus.

Vice Mayor Booros: When I brought the recommendation to Council, I gave us a sheet and the sheet had everybody's current salaries on it, the sheet had the \$18.07 and it had the lower number on it and it also showed the numbers going up, keeping the gaps the same between them. That information was provided to this Council a month ago. The only thing I do know that was wrong with that, was the 3% we added on from last year's raise, does not get added onto the guy going into the Academy; it got added on to the guys that were already through the Academy and probably should not have been the first number; but that 3% is an insignificant amount of money.

Chief Phillips: When is the next Ad Hoc Committee meeting, do we know yet?

Vice Mayor Booros: It's not going to be before this budget is voted on.

Chief Phillips: We can't have an emergency meeting?

Vice Mayor Booros: They've already made a recommendation and this Council hasn't done anything with it.

Chief Phillips: True. That's true.

Mayor Jones: And just to add this to the mix, the many times that I've sat through the budget, the argument that I have heard year after year, is increasing the starting salary, so that we could attract good candidates. I don't hear that when we're talking about putting a recruit in at the same old \$14.00 and some cents; and then bumping them when they come out and by the way, you don't have to give them new rank when they come out, to bump them money.

Chief Phillips: True.

Mayor Jones: Example. I have no other example. Sorry, it's Rehoboth. It takes you two years to get out of patrolman status into a PFC. And that's an automatic. It doesn't

necessarily come with money, although I would have to look at the union contract; I believe that would be a contradiction to what I just said. But, again, the argument has been to attract the candidate going into the Academy and yet, I feel like that's the person being left out of the mix.

Vice Mayor Booros: When I proposed those numbers from the Committee, the person going into the Academy had the 3% raise.

Mayor Jones: Right, the \$15.31 as a start. Right.

Vice Mayor Booros: Had the \$15.31 as a start; not the \$14.01 whatever it is. So that is a bump for the guy going in, even though that was unintentional because that...

Chief Phillips: If I could, we do have applications where people have four and two year degrees; a lot of them putting in and they're willing to take the job and the problem is, of course, I could tell you now by raising the bottom, it's a good thing, but chances are realistically, those new people are not going to stay until we get a solid pay scale that says... like Rehoboth has, I think. You could look down the road and see what you're making five years, possibly... You know what I mean. It's in stone and we tried to do that for years here. Of course, there's always been a shortfall of money and I understand that, but that's mostly our _____. If they could see where they would be at, it would help retain people, too, I believe. But the new people we hire, I assure you with four year degrees, with what we're paying, they say okay I went to the Academy with John Burroughs, John Burroughs is working with Dover Police Department, or some other department and he's making such and such and I'm making half and I'm just as good a cop as he is and the next thing I know, they're talking to Mr. Burroughs and he says, well come join us and then that's how they end up leaving because they find out... you know... the mighty dollar. And speaking of that, on another note, if I could bring it up, my secretary is the lowest paid in the Town right now, as far as new people that have been hired since she's been here and if you look at the average of most executive secretaries and stuff, it would be my suggestion that whatever bump the police get, if we could pass something on to her, it would be nice too. Because if I lose her, I'm going to be lost, because I'm going to have to start all over and I've got a lot of time and effort invested in her, getting her where I need her; she has me right where she needs me too. Just thought I would mention that.

Councilwoman Parker-Selby: How long has she been with you?

Chief Phillips: Approximately four years and she worked for the Town before that. Technically, if she could quit me and take the job at the Town, answering the phone, making more money and she's been here longer than most people in the Town Hall, except for Robin. Everybody else has been there, the people in Town Hall, not that she's making what he makes, but what I'm saying that with all the new people we've hired have been hired at more money than she's making and yet, she's been a good employee for all these years. I just don't want to see her leave or quit, if something happens and she stays as the lowest paid person. I don't have the numbers in front of me. If I did, I could tell you what they are.

Vice Mayor Booros: Mayor, I hate to say because I know this can't happen, the Personnel Committee needs to look at these numbers in a hurry, if that's the only reason we get together, is just to crunch these numbers to come up with some sort of a pay scale for not only hiring the new guy, but retention. We can't just pay the new guy more money than the guys that have been here two years.

Mayor Jones: No absolutely not. You can not.

Vice Mayor Booros: We can not.

Mayor Jones: No, you have to take into consideration the next man in and that would be Officer Sermon.

Vice Mayor Booros: Yes and then the gap between Sermon and Castro; if Sermon moves up, he passes Castro, so something's got to give and I think maybe we could have a meeting and just the Personnel Committee crunch that out and bring it back to the budget?

Mayor Jones: Yes, I don't see the Budget passing on the 9th of September, so I think that there is still a time to discuss that; if we could fit a meeting in. I'll have to do the backtrack of days on the schedule.

Vice Mayor Booros: I think that we got some additional figures today in the mail, or yesterday in the mail, of other municipalities in the area and what their Police Officers are making, starting pay; which was not available to the Ad Hoc Committee at the time, so the numbers we came up with were just based on the three that we had available to us at that particular time.

Chief Phillips: And I apologize, it took me longer to get this together than I thought it was going to take me.

Vice Mayor Booros: Well we do have them now and if the Personnel Committee gets together, we'll have that additional information to look at.

Chief Phillips: It's kind of like pulling teeth.

Mayor Jones: I'll check with Mr. Abbott. It would be very tight, but it's a possibility that the 5th of September, before the Town Council Meeting.

Vice Mayor Booros: If it's posted tomorrow.

Mayor Jones: It has to be posted tomorrow.

Robin Davis: No, it would have to be posted today for seven days.

Mayor Jones: So including that day, tomorrow.

Robin Davis: So the earliest it would be, would be the 6th.

Mayor Jones: And that would be a Friday. I'm not opposed to that. I know we hate to do Friday meetings, any of us, but we may be in a situation.

Vice Mayor Booros: I'm not opposed to that.

Mayor Jones: Councilwoman?

Councilwoman Parker-Selby: I think I can do that.

Mayor Jones: Okay, I'll speak to Mr. Abbott tonight about that. Okay, thank you Robin for that correction.

Councilman Coté: So are we going to use the \$418,000 number for the baseline of the budget, \$418,948 for salaries? Because that's what Mr. Abbott has listed as the salaries for the department.

Councilman Collier: I'm okay with that.

Councilman West: Yes.

Mayor Jones: I say we use that until such time as an adjustment or a recommendation can come out of the Personnel Committee. Is everybody okay with that?

Councilwoman Parker-Selby: Yes.

Vice Mayor Booros: Yes.

Councilman Coté: Good.

Mayor Jones: Okay, so we're going to reduce line item 300-5100 to \$418,948.

Councilman Coté: I think my last item for the Police Department budget is on page 6, second line down. Somehow there are two lines for Violent Crime. One is \$20,920.78, which is the actual grant and there's a \$14,000 line item which was one of the earlier placeholders. That \$14,000 should be zero.

Chief Phillips: Yes.

Councilman Coté: This was just that somebody forgot to take it out.

Chief Phillips: Page 6 at the very top of the page.

Councilman Coté: And of course, changing the \$418,948 will change the numbers for Social Security and Medicare. Oh, I did have one more mechanical question on the Police Department. Police Pension, do you pay Pension on Overtime, or just on a base salary.

Chief Phillips: The Pension is just gathered on the regular base salary. Yes, Sir.

Councilman Coté: So if you work Overtime, you don't get any extra Pension money for that?

Chief Phillips: No, Sir.

Councilman Coté: We may have to recalculate the Pension number too, I don't remember. I have the question, but I don't know whether I recalculated it or not.

Mayor Jones: So you believe that item 5160 is high?

Councilman Coté: I believe it could be. I can't look at it in the computer here to see the formula that was used, but I think it included the Overtime line and if it shouldn't, then it's a little high; 15.% something percent of the Overtime and the reimbursable. I think that's all I had for the Chief. I know he'd like to stay and listen to the rest of this. Does anybody else have anything for the Chief, or can he have the rest of the evening?

Mayor Jones: No, certainly the rest of his evening. I have a question when we're in the police, however. Councilman Coté you may understand this better than I do on 300-5390, that's Fuel Use. If you put recruits in the Academy, first of all they're not driving the vehicles and yet the Fuel is higher predicted, than the number last year. Did you have any rationale for that? I think we've had a decrease, simply because of the number of vehicles that are parked, but do you think that's average and do you think that's safe?

Councilman Coté: Well, this may be a two-line item here, 5390 is Gasoline Usage, charged to that account; and let's go find the Sussex County Grant and the expenditures of \$17,600 in the Sussex County Grant, includes \$10,000 and change for Gasoline; which is not included in the \$25,551; so the actual expenditures are about \$35,000 plus.

Mayor Jones: So does the number \$32,000, include \$10,000 from the Sussex County Grant?

Councilman Coté: Yes. The way it was accounted for in 2013, you need to look at two accounts for the spending. Right now we only have this one. We may have to set up another account to get it to add up correctly and to reflect the actual activity, but this Sussex County Grant expense line of 6110, down below, shows \$17,600 in spending; should be really a couple of lines. One should be Sussex County Grant Gasoline and whatever the other \$7,000 item was. I don't remember.

Mayor Jones: Okay.

Councilman Coté: But the idea is that \$10,000 from the Sussex County Grant will pay \$10,000 of that \$32,000. We just have to make sure that the accounting for it works.

Mayor Jones: Thank you, Chief.

Chief Phillips: Thank you all.

Vice Mayor Booros: Thanks.

Councilwoman Parker-Selby: Thanks.

Councilman Coté: At least we don't have to be handing it to you...

Chief Phillips: I'm going to take it with me.

Councilman Coté: Okay.

Mayor Jones: I want to check something, before you move on. A note that I made from last week. Okay. Who would like to be next?

Councilman Coté: Is it still my turn?

Mayor Jones: If you like.

Councilman Coté: Okay. Let's go back to near the beginning and it will be page 2 and it is account no. 200-5100, Admin Salaries. The \$110,000 number should be at a minimum \$115,295. Somehow, looking at the salary schedule it appears that \$5,000 for Temporary Help, \$5,184 for Temporary Help, didn't get included in the \$110,000 total.

Mayor Jones: Doesn't that have it's own line?

Councilman Coté: There is a line for Temporary Help, but it's also zero.

Mayor Jones: That's 5250.

Councilman Coté: It's the first blank line on page 3.

Mayor Jones: Okay.

Councilman Coté: And I think this classifies as a Part-Time Employee, rather than Temporary Help. I don't know how we do taxes on Temporary Help, but that's where Helene used to be and now she's in Labor, because when we were paying her as a contractor, we weren't doing the taxes and we're doing the taxes now. I don't know if anybody looked at the Schedule that Mr. Abbott sent about the salaries, but it's clear that the \$5,184 didn't go into the column that added up to \$110,000.

Mayor Jones: So you don't advocate putting \$5,184 in that Temporary Labor line?

Councilman Coté: No, I think it goes in the salary line for a Part-Time Employee. But that's also the Employee that's only working 12 hours a week.

Vice Mayor Booros: Did he not say that the 12 hours a week, they didn't get benefits?

Councilman Coté: He said they weren't eligible for Pension. I don't think they're eligible for insurance; what he said was that after 12 hours, they're eligible for Pension; but I think if you work that many hours a week for nine months, you're eligible for Pension. If you're less than nine months, you're not.

Vice Mayor Booros: So it will affect Social Security and Medicare lines?

Councilman Coté: Yes.

Vice Mayor Booros: So that is the right place to put it, not down at the other one?

Councilman Coté: Yes.

Mayor Jones: But it will only affect Social Security and Pension, if...

Councilman Coté: Social Security is a given.

Mayor Jones: Okay, excuse me, Pension, if we keep them on at nine month period?

Councilman Coté: Yes, because that was the question about whether 12 hours a week was enough to accomplish the goal, which was to give some relief to an employee who might be promoted to another position. I still question whether 12 hours a week is adequate to do that. I think one of the earlier version of this budget had that line as \$123,157 and it was 25-30 hours a week of that Part-Time Employee.

Mayor Jones: Is that going to be a line item that Council will need to look at again in making a decision on those hours and thus reflected in the Salary?

Councilman Coté: I think Council should... If we're going to implement a Plan, we should implement one that everybody agrees is workable; so whether 12 hours a week is workable or not; as opposed to 25 hours a week; I guess we do need to decide that. Do we have to decide that? Does the Personnel Committee decide that, or does the Town Manager have the authority?

Mayor Jones: I would say the Personnel Committee could make a recommendation to the Town Manager, once hearing the justification for less hours vs. more hours. Is the Personnel Committee comfortable with that?

Vice Mayor Booros: Yes.

Councilwoman Parker-Selby: Yes.

Mayor Jones: I'm just making little notes of things that we need to add to that meeting, particularly.

Councilman Coté: So are we all agreed that the Salary's line is \$115,295 for the time being?

Councilman Collier: Yes.

Vice Mayor Booros: Yes.

Councilwoman Parker-Selby: I guess so.

Mayor Jones: I'm in agreement.

Councilman Coté: Okay and that will change Social Security, Medicare and Pension. I think the Pension calculation that was there was a little off.

Councilman Collier: There's a note out to the side, Part-Time not included.

Councilman Coté: I think what happened is there was a subtraction of the Part-Time amount from the \$110,000, but the Part-Time amount wasn't in the \$110,000; so when the calculation got done it was low.

Councilman Collier: I'm following you.

Councilman Coté: Continuing down the page, we get to Legal Fees, which I believe is shown at \$31,000.

Mayor Jones: The account is 5240?

Councilman Coté: Yes and I think we're in some form of agreement that the number probably should be \$46,000.

Mayor Jones: Yes it was discussed again last time. That would be adding \$15,000 to the number that is there.

Councilman Coté: On page 3, no account number, the end of Admin, Occupational Health, \$2,000 and the reference is to See Fee Schedule; but the Fee Schedule shows a lot of costs for a lot of different items and I guess we can just pick and choose what we want.

Vice Mayor Booros: That was on the police budget also; it was added in at the bottom of the police budget.

Councilman Coté: Yes.

Mayor Jones: I'd like to add, that when I saw the information provided by Occupational Health, first of all, it was way off the mark of what I had anticipated. I see Occupational Health, not only as wellness, as the pre-employment physicals and drug tests that are given, but I was under the impression that this list would include physical standards, which is a whole different ball of wax, when it comes to Police Officers and it can be expensive and I would have believed that's how I first presented wanting an Occupational Health List, so vaccinations and flu shots and things that are offered to the

employees, missed the mark for me in Occupational Health, unless it could be used the wrong term in what I was looking for. I'm looking for making sure that the Officers are well enough to perform their duties, as expected; that they're weight and their treadmill tests and their blood work and everything on a yearly basis, for anyone over 40 and lesser physicals in every other year for the police; so I didn't know what any of you thought when you received that Occupational Health List. I thought it was a doctor's office list of things that we could get for our employees; but it just didn't hit the mark for me. So I'd be interested in knowing what you thought.

Vice Mayor Booros: I agree with you, as far as the police are concerned, including random drug testing for anybody who drives a Town vehicle, physicals for new hires where there is physical labor involved, whether they're a Police Officer or in the maintenance department, Public Works Department. That's what I was thinking. I wasn't looking at flu shots.

Mayor Jones: No. Nurse's fees for on-site visits, flu vaccine. I get the Hep...

Vice Mayor Booros: We discussed this, well it may have been in the Personnel Committee and not here in a Council Meeting, with the random drug testing and partnering maybe with another municipality that has it, so that they just randomly... sometimes they're doing theirs, ours.

Councilman Collier: I think this only covers part of what you were looking for, and a very small part; it doesn't address the Fitness for Duty type stuff and I'm not sure that something that Bay Health offers even. Not being familiar with it, I'm not sure. This is basically what I have, where I'm employed and it covers pre-employment physicals and pre-employment drug testing and that's about it. They send us to a different place if you get injured on the job.

Councilman Coté: Well that was essentially the question is the \$2,000 line item, it's just not clear what it's buying, or it might not be bad as an amount to start with, but it would be nice to see what we're getting for \$2,000, with a specific plan or more information on what else might be available.

Vice Mayor Booros: I have a problem with a pot of money sitting there and somebody making a management decision as to what they're going to use it for. Okay, everybody, we're having flu shots on Tuesday. We've put the money there and we don't specify what it's for.

Mayor Jones: If this was again, a simple pre-employment like your background physical, your initial drug test; in the case of Police Officer hearing tests; if this group wanted to be a health care provider for on the job injury and instead of sending your employees over to the ER, you could contract with this group for those kind of first report of injury, occupational; but this just had a number of things preventative and immunization that I just had not expected to see.

Councilman Collier: I think maybe we need to clarify what we're looking for and strike this number, until we get a number for what we're looking for.

Vice Mayor Booros: I agree.

Councilwoman Parker-Selby: Yes, I agree with that, because there's a lot on there.

Councilman Collier: Because this number appears in not only in this portion, it appears in the police budget, as well, a little higher amount.

Vice Mayor Booros: But also the Police Officer Standard Operating Procedures would have to be amended to cover additional things that we're talking about, under what we

called Occupational Health; what we were looking for for Occupational Health.

Councilman Collier: Right.

Mayor Jones: I will put something together for you to look at, for the Personnel Committee and then we can get it through the Personnel Committee and make a recommendation or agree on something to be released and make that recommendation to Council. I'm not saying this is a bad thing. I do think you want to have a constant provider and I am sorry that Mr. Abbott isn't here, so that when you bring a new employee on, where do you send them for that pre-employment physical and that drug test? I don't think there's anything wrong with having that in mind for what we use for consistency, but I do agree with Vice Mayor Booros that the SOP's need to be looked at in the Police Department, as far as what it takes to pass a physical test. I'll go on record as saying, I think those standards are very low, for what we ask Police Officers to do.

Vice Mayor Booros: I agree and I think they put us in a bad position if something goes wrong or happens with one of our Police Officers on the job, if we didn't hold them to a slightly higher physical standard, than we do.

Councilman Collier: Alright, so we're going to strike that?

Councilman Coté: Well, are we going to strike it or are we going to leave it as a placeholder, until we get more information on \$2,000 or \$2,200 will buy. We can always take it out later. It gets harder to add it back in later.

Councilman Collier: I understand your point and it's a point well taken.

Councilman Coté: I agree that what came with this paper doesn't do it and there is certainly no specification of what the Plan is to spend this \$2,000 or the other \$2,250; but I think we probably want to have some money in the budget for those activities, whether it be \$1,500 or \$3,000 in this particular case, because we can't buy what we want for \$2,000. We need to have something in there.

Councilman Collier: I understand. It's a point well taken.

Mayor Jones: I would say and Councilman Coté you're going to know this better than I am, but Occupational Health is an administrative function for all departments; pre-employment and drug screening is an administrative function and putting it off on each little department and charging it out, I'm asking you as a finance person, why all that expense doesn't sit directly on Admin's shoulders as it sits in the Handbook. It's a requirement in the Handbook.

Councilman Coté: Well, I believe the only two departments that have it, and I'm going to look in Water...

Mayor Jones: Well we have Admin and Public Works, is what we're looking at on page 3; if you'll note there, it says Admin and Public Works.

Councilman Collier: Then you have it again in the Police Department.

Councilman Coté: But the expense is all borne by Admin.

Mayor Jones: There's one in the police line.

Councilman Coté: There's one in the police line and maybe that's because their standards should be higher than everybody else's, but the only other one besides police is Admin and if they should all be Admin, that's okay. I think we can do that either way. If the police have special requirements, then those special requirements ought to be acknowledged in their budget. If they're basically the same as everybody else...

Mayor Jones: Okay, let me differentiate. I see Occupational Health as a pre-employment requisite to a position. I see that as an Admin expense. The Fitness for Duty and random

drug screens is something completely different. That I can see assigning to the departments.

Councilman Coté: Okay, so we want to call that line something different in the Police Department.

Mayor Jones: I would call that Fitness for Duty, if you have to give it a name.

Councilman Coté: If there's some piece of the money that belongs in the Police Department because they have stricter or more requirements, then we should call it something and maybe it's not Occupational Health; it's what you said and I think it was, what did we call it, Fitness for Duty...

Mayor Jones: Fitness for Duty and that has far more input...

Councilman Coté: Can we add testing to that?

Mayor Jones: What kind of testing?

Councilman Coté: It's Fitness for Duty Testing; that's the expense line. No?

Mayor Jones: Yes.

Councilman Coté: Because it's really the Testing part of Fitness for Duty.

Mayor Jones: I will tell you that what I advocate \$2,250 won't even begin to touch it. Just to let you know that and I'll present those figures to you with some back up information. Okay?

Councilman Coté: Okay.

Mayor Jones: And what do you have next for us?

Councilman Coté: We can get Dustan involved and this was a general comment that I've had all along that we basically, for the next year's budget, we basically doubled the salaries that are going to Parks, but pretty much everything else has stayed the same. All the other expenses for Parks, have pretty much all stayed the same, except the salaries are doubled. So I would like to think, my logic tells me that if we're spending twice as much time there, that we'll probably be spending more on these other lines, than what we did when we were spending half the time there.

Mayor Jones: Well, before you answer that Dustan, I'd like to actually add on to what Councilman Coté said, that not only is the salary doubled, that is hitting let's see, it's gone under Other Expenses, it sat under, if I'm not mistaken, in the original budget the \$1,920 in Day Labor Meals; also sat under Parks at one time, which made it even more extravagant. Well it's under Other Expenses now and you're right, it's under Parks Department, so there's almost another \$2,000 in addition to a doubled salary.

Councilman Collier: So Mr. Russum, what is the logic behind reducing your salary line in the Streets Department and more or less, transferring it over to the Parks? That's what I think I see occurring here.

Dustan Russum: The reason being that, I've been tracking the time a little bit closer. There's more time that we are spending in the Parks, than what is actually being spent in the Streets. The Streets Department for us, the only thing we're doing, we might be repairing a sign; might be painting a curb; fixing a hole. But in the Parks there's a lot of things going on in the Park and there's more time that is spent there, than in the Streets.

Councilman Collier: You're talking about man hours then.

Dustan Russum: Correct. That's the only thing I changed with that, was the man hours. For the Parks, I've got two of the guys 50% of their time goes to the Parks; then in the Streets, two guys are 10%; another guy is 15%; another one is 5% in the Streets. There's really not that much time spent actually doing things in the Streets.

Councilwoman Parker-Selby: Let me ask you. What's so... knowing the Parks, as I think I do, why are the Parks taking that much manpower. I can't see it. Give me an example, please.

Dustan Russum: For example, when you really get down and want to get these beds cleaned the way they need to be cleaned and cutting the grass, there's a lot to do and we've got this park over here, Mill Park and then we've also got Rails to Trails that seems to be the park that nobody really sees, but there's also a lot of time that's spent there. There's tons of flower beds and to keep up with these flower beds, it takes time; hands and knees.

Vice Mayor Booros: Can I ask a question on that point? The labor that we get from the jail, prison, whatever it is...

Dustan Russum: Correct.

Vice Mayor Booros: Do we pick these guys up? Are these guys... Because I've noticed lately there's a lot of cars at the maintenance yard. Are these work release guys that drive their own cars from the jail over here and go back?

Dustan Russum: No, the work release guys we pick up, either Greg or I, pick up.

Vice Mayor Booros: So they're all picked up?

Dustan Russum: Correct.

Vice Mayor Booros: Okay.

Mayor Jones: Then where are the...

Vice Mayor Booros: Who do all the cars belong to at the maintenance yard? It's not what we're here for.

Dustan Russum: There are two other additional employees. I don't know where Win found the money, but I was told that I could have two temporary guys for a couple of weeks to get caught up on some things that needed to be addressed.

Vice Mayor Booros: Did you hire temporary guys? Did he hire temporary guys?

Dustan Russum: Win approved it.

Councilman Coté: For how long?

Dustan Russum: They'll only be here I think for probably about a month and a half.

Mayor Jones: So right now you're not using folks from... you're not picking up prisoners at this point? I hate to call them that.

Dustan Russum: We're still picking up those guys. The benefit of having the temporary guys, they're hired through Best Temps. They can drive our vehicles. We can send them out to do jobs and they can drive our vehicles. The jail help, they can't drive.

Vice Mayor Booros: Best Temps can drive our vehicles without drug testing, or anything else?

Dustan Russum: They have been drug tested and they've had a background check.

Vice Mayor Booros: And they're on our insurance policy for operating our vehicles?

Dustan Russum: I can't remember how that was worded, but they're covered, is what I was told.

Mayor Jones: And how often and how many prisoners do you use?

Dustan Russum: We pick up two guys, three days a week.

Vice Mayor Booros: And how is it determined who picks them up and takes them home? Excuse me, takes them back. I'm sorry.

Dustan Russum: It depends on what's going on at the moment, for Greg's schedule or my schedule. Nine times out of ten it's me. I pick them up on my way into work.

Vice Mayor Booros: Okay, Tuesday, Wednesday and Thursday?

Dustan Russum: Correct.

Vice Mayor Booros: Because this is going to segue into another question I have, but I don't know if I'm going off track here, so go on.

Mayor Jones: Before we do that, Dustan, I understand more Park hours, okay? I get that, but when Mr. Abbott sat here last week and read off the expenditures for Miscellaneous Expenses, they included things like shovels, cord for weed eaters; it didn't indicate that we were using the time for fertilizing, chemicals, herbicides, to be used in the Park, so I think that that, if I may, I think that's what Councilman Coté is alluding to; that the man hours are being spent there, but I don't see the Supplies commensurate with that. Am I on target for that Councilman Coté?

Councilman Coté: Yes. Yes.

Mayor Jones: I don't hear where that's been answered yet. That's a big shift, that is double the time in those parks and I'm not saying that they cannot use the work and the care, but you're not putting forth anything in Supplies, other than hardware, meaning tools...

Vice Mayor Booros: With all due respect, I did mention this to Mr. Abbott the other day, the Rails to Trails park, it gets seen. I see it. I see it a lot and it actually there are probably 18 to 20 dead bushes; there's six dead trees; there are trees that are currently dying; there are trees that have died and they're gone; you could see the circle where the mulch used to be and the tree is just gone. That park looks like crap most of the time.

Mayor Jones: So we're not seeing the Supplies that are to improve that. I think that's the issue here. Have you made any projected plans or thoughts that you may be wanting to purchase? Greenery for those locations?

Dustan Russum: No, I don't.

Councilman Coté: Do you have a ballpark idea of what it would take to get that squared away, cleaned up, looking right?

Dustan Russum: I thought the park looked pretty good, except for the outside of some trees that have been pulled up.

Vice Mayor Booros: Yes, I'll get the numbers on those. I know exactly what the bushes are, the shrubs are, the number that are missing. I'll get those numbers and a couple of quotes on them. As I told Mr. Abbott, I'm going to do my best to not put it on the backs of the taxpayer's to replace those bushes. But once they're replaced, somebody's got to take care of them. Can I ask another question before... Is there a sprinkler system in that park?

Dustan Russum: No, Sir, we tried to get that put in there. There's no water out there, at all.

Vice Mayor Booros: What am I seeing hooked to the brick wall, about halfway down the park, with the dial on it and all the...

Dustan Russum: That goes to Angerstein's.

Vice Mayor Booros: That's Angerstein's?

Dustan Russum: Correct.

Vice Mayor Booros: Okay.

Councilman Collier: Question for you. I see under Other Expenses, you have a line 5286; it says Milton Memorial and Mill Park and the budgeted amount is \$7,050. Is that mulch?

Dustan Russum: Correct, that's for both parks, mulch and the safety chips.

Councilman Collier: Okay, well why haven't you considered any mulch for the Rails to Trails in this number; or does that include that as well?

Dustan Russum: I've always pulled it right out of there also.

Councilman Collier: Well, I just was curious, that's all. Thank you.

Councilman Coté: We've got to come up with another question, if I can find the right set of papers.

Dustan Russum: Sure.

Vice Mayor Booros: Can I get back to the car question, while you're looking?

Councilman Coté: The car question.

Vice Mayor Booros: The truck question.

Councilman Coté: The truck question.

Vice Mayor Booros: Why would Mr. Wingo need a take home vehicle, if he's only maybe picking them up... If you're getting them 9 out of 10 times and I assume he doesn't have a water license, so he's not coming in and checking the water, taking water samples on the weekend...

Dustan Russum: He can sample the water, under my license, because he does have the approved sampler and tester, as long as the other guys; but Greg and I handle all the calls; whether it's a leak, a storm, something in the road. Greg or I are the ones that handle all the calls.

Vice Mayor Booros: If you're on call and they call you in, do you start getting paid from the minute you leave your house, or from when you get here?

Dustan Russum: No, it's always been, we get two hours, is what we get for a call in.

Vice Mayor Booros: Okay.

Councilman Collier: And how many calls would you say you average per month?

Dustan Russum: I don't know, Councilman Collier, it varies. It can go anywhere from 2-3 to 8. I know we get a lot more in the winter time.

Councilman Collier: What's your wild guess for how many calls you got for this past year?

Dustan Russum: I don't really know. I never really tracked it.

Councilman Collier: It would be interesting to know. Perhaps when we meet again, you might have that information for us.

Dustan Russum: Alright.

Councilman Coté: And on that line, 5286, the latest actual number is \$10,500, against your \$7,000 budget.

Dustan Russum: In the parks?

Councilman Coté: In the parks.

Dustan Russum: Yes, we had a lot that went out with the storm. It took more than what I anticipated after Sandy. We only turned in for the safety chips in the playground. I never thought, or realized to also look at the mulch throughout the park, so there was extra money that was spent there. Also, I believe, Win had the gazebo painted? And the money came from there, too.

Councilman Coté: That's in that line as well.

Mayor Jones: Didn't you have a proactive plan for your mulch to kind of bank it; bring it in in greater quantity, instead of buying it each year? Didn't you describe a plan like that to us?

Dustan Russum: Yes, I described it several months ago, when you all took tours down there; I'd like to keep a little more on hand, so we can dress things up.

Mayor Jones: Okay and do you have a place to store that down where you are?

Dustan Russum: Yes, we've got some and then there's some money still in this year's budget that I can get a couple more of those concrete bulkheads that we're currently using for stuff, so we've got a little retaining area.

Mayor Jones: A question about the process for Public Works. It's my understanding that water has to be tested every day.

Dustan Russum: Correct.

Mayor Jones: Right now, you hold your water license and Mr. Wingo can test under your water license. Mr. Corkle also holds his water license. What's the rotation on checking water on days that you're not here; and I'm going to suppose those are Saturdays and Sundays.

Dustan Russum: Correct.

Mayor Jones: What is the work rotation; how is that assigned; what happens there?

Dustan Russum: We're just starting with a schedule now. One person will take one weekend and the next person will take another weekend.

Mayor Jones: So you rotate.

Dustan Russum: We rotate. We just started rotating, probably within the last couple of weeks.

Mayor Jones: Okay.

Councilman Coté: So you don't want to increase your budget anywhere for your park supplies?

Dustan Russum: No, I feel safe where I'm at. And I just want to clarify something on the water for my license vs. the sampler/tester. The difference between that is Greg, Jim or John, with my name being on the system, I'm the one that has to make the adjustment to the chemicals; with the sampler/tester, the only thing the State allows you to do is just to sample the water; they can not make any adjustments; so that's the difference between the water license and having a sampler/tester license.

Mayor Jones: So literally, you could have Jim or John come in and I'm going to assume that Mr. Wingo's full water license will allow him to do what you do, which would be to adjust?

Dustan Russum: Correct, but we're finding being on the system, he has to report back to me, the adjustments once he gets his license.

Mayor Jones: So literally on a weekend, you could already have someone in here who is either working on overtime or comp and we have a water adjustment, they're going to have to call you anyway? Correct?

Dustan Russum: Correct.

Mayor Jones: Alright, what I wanted to mention at this point and it's timely that Mr. Abbott just got here; mine actually has to do with the parks, but it has to do with an idea of revenue and that is that I long felt that Mill Street Park is a real gem over there, that is being under-utilized; not necessarily however, the finance people wish to do this. I see it as a potential revenue for the Town in terms of it being a more adult park than Memorial Park here, for the possibility of rentals through contract for weddings, receptions, party's. With that would be the need to look at real terms of a contract of what the money covered; whether or not at a certain number of people you therefore would need

an officer, paid at an X number of rate; the cost of removing trash; a number of things; but when I think of Mill Street Park, as opposed to Memorial Park, I also think of the Parks and Recreation working on an item that was literally brought up a couple of years ago and never came back to Council and that was alcohol approval in the parks. Now, I do determine and I have heard, I think we're going to get push back and it's going to take a lot of discussion on Memorial Park for that, but if you are renting Mill Street out for adult events and not just allowing a carte blanche alcohol in that park, but rather by permit, for special events; so that a wedding could be held there and a license presented to the Town that would permit alcohol. So there's lots of terms to be determined, but I do think that Mill Street is, again, I'll say it, a real gem, and I think there's a potential for rental out of that property. It's not going to put us over the top, but if you advertised that, I think you'll find that with the water location and not a very far walk from the public parking lot downtown, as well as a few spaces there close by; it might be something that could work to Milton's advantage. And I just wanted to present that. I didn't know if you had any comments or discussion on it. Again, I'm not looking for it as a big line item in revenue this year, but something to be considered.

Councilman Collier: Send it to Parks and Recreation.

Mayor Jones: For revenue?

Councilman Collier: First send it to Parks and Recreation to develop a plan. It certainly has potential, but we need to set up some parameters and add some ideas and put out some feelers to see if there's any interest possibly. I think Vintage, when they move to their new location, I think they'd be considering catering, so it may be an avenue to explore with them as far as... okay...

Mayor Jones: I don't quite understand how you're pulling in the Vintage on catering; that would be up to whoever rented the park.

Councilman Collier: I understand that, but you can certainly apprise them of the intent for that to be there and that may be a point of sales for them.

Mayor Jones: For any of the local places, that is correct. So it could be advantageous to not only Milton, but to its businesses.

Councilman Collier: Yes, but first we need to develop a concrete plan and I don't know that the budget is the place to do that.

Vice Mayor Booros: Lewes has one in place, but they beat it to death for a year before they finally approved it and I've been there, along with Mayor Jones, when they had these things along the waterfront park and they went just fine. But they did beat it to death before it got approved. Our Parks Committee, the last time they met, a couple of years ago, voted unanimously to bring it forward to Council. Council tabled it and it never got put back on the agenda. So we'll make sure it gets tossed around in the Parks Committee.

Mayor Jones: I'm not so opposed; again, I would present this to Parks and Recreation, I was presented with two park utilization requests today; one was from our fire company for what looks like it could be an hour or so, for a 9/11 ceremony, but then we have another one here that will be held, I believe this date is a Sunday, and approximately 150 people from 9 am to 7 pm; it's a Saturday, excuse me. That's a lot of time in that park and there's electric available in that park. I do not know if they unlock the water for events, but I know electric is available in the gazebo; you have our Public Works people who will then need to come in and clean up after a crowd; besides our own visitors and

residents that use it. There's a new rotation for cleaning the Port a-Johns. That's a weekday right?

Dustan Russum: Mondays, Wednesdays and Fridays.

Mayor Jones: Okay, so here you have an all day event on a Saturday. It's hard to say what those Port-a-Johns are going to look like for regular use in the park on Sunday; so I think that I know that Councilman Collier, who is very active running the train in Memorial Park, may have some real thoughts on this, but for the use of that gazebo and the park, I think a nominal contract fee, again, would not be outlandish to consider, as we go forward in this next year. Anyone else?

Councilman Collier: Are we back to the budget?

Councilman Coté: This is more of a mechanical issue for the budget itself. The way the budget is set up, we have Street Repair, MSA Revenue, \$14,369; which ends up having to get a balanced budget, this has to end up being a surplus; because there's no street repair work in the Operating Budget. I would suggest one of two things. One would be to take the revenue away, so when we get to zero, we really know it's balance. Or to add the \$14,369, dedicated to street repair work, into Street Repair Expenses. So you don't have to balance the budget at a surplus of \$14,369.

Win Abbott: Councilman Coté, you can do whatever you would like with this. I just want to call a couple of things to your attention. First of all, that is, although they changed the law this year, that is representative of the equivalent amount that we need to dedicate to capital improvements in Streets from the past few years. So, as a matter of recognizing the priorities of this Town, that was held off from General Operating Expenses; however, we have more than \$17,000 worth of additional streetlighting costs, that are eligible under that. If you were simply looking for the mechanics of presenting a balanced budget, that's where the money could go to. There's no obligation on the part of this or any other municipality to spend all their Municipal Street Aid money in one year. As a matter of fact, a lot of municipalities set aside that money; they designate an account for that; you know, there's a separate account; and then they treat that as a separate item in a capital improvements budget, which they match with realty transfer taxes, which this is an eligible expense, as well. So, however you want to approach it, whether you want to put it into street repairs, just as a filler item within the operating budget, you want to use up the lighting expenses, or you want to show a surplus budget, doesn't really matter; it's probably all going to be used for Street Repairs or Street Lighting, anyway. It's whatever you like.

Councilman Coté: I think we just need to be realistic, or it needs to present fairly, that if we're managing the numbers to get to \$14,369 surplus, so we can have it leftover, I would say we should just leave it either... we could do either of those. We should either leave it out, set it aside, put it into MSA account and then know it's there when we discuss the capital expenditure budget; or if people choose, we could just turn it into streetlights, because we have more streetlights than we can pay. We have a separate line item in the general department to pay the excess on streetlights. So I would leave that to... I think we should do one of those things, rather than leave it the way it is. My first suggestion is we know we need street repairs, and we also know we have to pay for the streetlights. So we can put it in the MSA account; take it out of the operating budget; leave it in the MSA account and know that it's there for capital expenditure, street repairs; make it streetlights or put some expense in the budget, so that if we have

revenue for it, we match up the revenues and the expenditures, one on one.

Councilman Collier: My personal preference would be to put it in the MSA account for street repairs, under capital improvements; that would be my personal preference, but it's at the discretion of the Council as to where we place it, but I understand your point and it's a point well taken as to how we should consider handling it, within the budget document.

Mayor Jones: So I just want to be clear. When Mrs. Rogers came before us, or the Finance Committee the first time, this shift of the \$14,000 to street repairs is what she alluded to as being short on being able to pay the lighting. Is that correct?

Win Abbott: Yes, Ma'am. Once again, it's really academic.

Mayor Jones: Okay.

Vice Mayor Booros: One thing's for sure, the light bill's coming. The street repairs are up in the air, we don't know how many there are now, we don't know how many there might be in the future, but the light bill has got to be paid and my biggest concern is that we're going to get 2 or 3 more light bills that have to be paid this year; that we're not budgeting for and that we aren't going to get Municipal Street Aid for.

Mayor Jones: Well, actually, Dustan did present on his Capital Expenditure Request, a Comprehensive list of prioritized streets that I believe he and Councilman Collier worked on. Isn't that correct?

Councilman Collier: There is a list, but I don't know that it has been included in the budget.

Councilman Coté: Well there was a capital expenditure page on one version of the budget that did have a number of street repair items.

Mayor Jones: I have it as a separate sheet here somewhere.

Councilman Coté: And with all my piles of paper, I don't know... I can't put my hands on it.

Vice Mayor Booros: I can. No I can't. Yes I can.

Mayor Jones: I know it came into this room tonight. Okay, this is dated 7/25, however...

Councilman Coté: I have one dated August 7th.

Vice Mayor Booros: I have August 7th, yes.

Councilman Coté: I did find it.

Win Abbott: You also have an entire section in this notebook, behind Tab 7.

Mayor Jones: Yes, it is under Capital Expenditures, which we have not begun to look at. Councilman Coté is this a matter of an accounting issue on this particular question of the MSA paving vs. lighting?

Councilman Coté: In one of the versions of the budget and I don't remember which date it was, it was presented as a balanced budget, with a surplus of \$14,609; but that \$14,000 and change number was arrived at based on the \$14,369 for the street repair, so we really didn't have a surplus, we just had a break even and \$14,000 of it was for... if we call it street repairs, then it's street repairs, if and until we change it. It's a mechanical item, but to my way of looking at it, if you print a paper that says you have a \$14,000 surplus, it means you have a \$14,000 surplus; not that we have a \$14,000 that's dedicated to something else that we're calling a surplus.

Councilman Collier: I follow what you're saying, so we need to identify...

Councilman Coté: The simplest way to do it is to take that line out of the operating budget, put the money into the MSA account when it comes and know that we have

\$14,000 and change there, to do street repairs. That would be the simplest thing, I think. The next simplest thing would be to call it all streetlights, because we're probably going to pay it out in streetlights, but while we don't know exactly where street repairs are going to happen, we know that some are. The other way to do it is to add \$14,000 to expenses.

Councilman Collier: So what's your pleasure, Sir?

Councilman Coté: The easiest way to account for it is to add \$14,369 to street repair expenses in the budget.

Mayor Jones: Under the Capital Expenditure?

Councilman Coté: No, under Operating.

Mayor Jones: Okay.

Councilman Coté: Some of those things are going to be smallish items that just happened, that need to be taken care of; some are going to be bigger; but that would be my... My first choice would be to add \$14,369 to Street Repairs Operating Expenses.

Mayor Jones: Would that be item 250-5470? No, that's equipment.

Councilman Coté: It might even be a new line. It looks like it would be a new line. Because I don't see a line for it in there.

Win Abbott: More likely than not, there is a General Ledger line item for it, but if there hasn't been something assigned to it, then we left off the blank lines; the ones that weren't used in this current year; so that's not a problem.

Mayor Jones: And the figure that we are adding is \$14...

Councilman Collier: 609...

Mayor Jones: 609...

Councilman Coté: \$14,369 is the one that matches up to the revenue item.

Mayor Jones: Okay.

Councilman Coté: It will actually be account number 250-5801.

Councilman Collier: Alright, it looks like we might be done with Streets and Parks.

Councilman Coté: And Police.

Mayor Jones: Do you have anything for Mr. Davis?

Councilman Coté: I thought I had something for everybody.

Councilman Collier: Code Department, here we are. First, thanks for reducing these lines, as best you could.

Vice Mayor Booros: I have a general question for Mr. Davis. Have we collected the second cutting costs of the Jailhouse Antique building? Have they paid for the second one?

Robin Davis: I would say an invoice has been sent out; the collecting is done through the financial. I do none of that.

Vice Mayor Booros: Okay. I've noticed it's growing back up the sides of the building, again.

Robin Davis: Probably yes.

Vice Mayor Booros: Apparently we don't spray poison after we cut it down.

Robin Davis: No, I think probably the contractor just cuts it down, more than likely.

Vice Mayor Booros: So that he can come back and cut it again in two months. Maybe we should request poison in the next go around.

Councilman Collier: Code Violation Expenses, is that the postage and stuff associated with sending your letters out and what have you? 5200 is the line item.

Robin Davis: Yes and that's actually the actual expense of having the violation abated; whether it's cutting grass or removing the weeds and everything.

Councilman Collier: Again are we recouping any of that when we do this?

Robin Davis: We are actually sending out invoices, yes, for the work when the grass has been cut. Yes.

Councilman Collier: Does the invoice include an administrative fee or anything like that, as well as, I believe you can also impose a fine in addition to that, can you not?

Robin Davis: I actually think the Fee Schedule just says it's a \$200 per hour fee to have the item removed.

Councilman Collier: Okay, fair enough then.

Mayor Jones: But we do have the ability to give violations with it's own summons, or has that been incorporated into this new fee?

Robin Davis: I would have to look at the Code to see exactly if there's a...

Councilman Collier: Property Maintenance ó okay it doesn't include anything in the way of a fine, under the Nuisance Ordinance or Property Maintenance Ordinance.

Mayor Jones: We went through all this business a couple of Code Enforcer's back about having DelJIS access; being able to give the summonses; being able to go to Court with these summonses. I recall on old bills, nothing recent, that you'll see month after month after month grass cutting, but not a violation. I mean that's a violation in and of itself. I'm trying to come up with another word. A citation for chronic or habitual code violations.

Councilman Collier: It depends on how you're approaching that, under what ordinance you cite them, because you can cite them under the Nuisance Ordinance, which would be 152 and there are violations and penalties; but if you cite them under 158, which is Property Maintenance, there is no violation and penalty; that's where the \$200 per hour thing comes in under and of course, any common growth of weeds, underbrush, or other growth, trash, litter or rubbish capable of harboring obnoxious insects of any kinds, such as ticks, mosquitoes, or flies and so on and so forth... vermin carrying... So there are some things that they meet, so I guess it depends on where they choose to cite them from, whether there's a fine considered, or not. Alright, so, you've answered my question and beyond. I think I've clarified for myself what the difference is. Engineering Fees. I noticed that in the previous year you're at \$30,000 and then you dropped back \$10,000; is this because we're don't have the activity going on and you're not projecting the activity in the ensuing year that you had in this past year?

Robin Davis: That's correct. We had a big run with Heritage Creek; they revised Phase 2B, 2C and 4 this year.

Councilman Collier: And I assume that that's the same case for Building Plan Review and Building Inspection; I noticed that you reduced them significantly.

Robin Davis: Yes. Again, what we had this year was Dogfish, the big warehouse and the other additions.

Councilman Collier: Okay, that's fine. You project a little higher for expenses, but not significantly much and with all these things being less, why are your expenses, supplies and advertising becoming more? Is that because of rate increases? Actually, you have them projected lower than what you had the previous year; so I was looking from one year to the next. Gas and Oil. That's a lot of gas when all you have to do is ride through 1.2 square miles most of the time.

Robin Davis: Well that figure is taking what is currently being charged every month, which is somewhere around \$119, I think it was; and multiplying by 12 and I did add a little bit for an increase in the price of gas.

Councilman Collier: Okay, well I guess the point I'm trying to make is, at that rate of gasoline and let's see, we have 12 miles of streets, they get Municipal Street Aid and probably another for argument sake, we'll say 10 miles; that's 22 miles of streets that you're area is concentrated on and that's a lot of trips. We should never miss any code violation.

Robin Davis: That also includes seminars, meetings, travel to areas like that.

Councilman Collier: Alright that's fine. I'm just curious. You have \$600 for telephone. Is that cell phones or office phones? Well office phones would be covered by an Admin, I would imagine, since you're all in the same phone trunk.

Robin Davis: Correct. That's the two cell phones.

Councilman Collier: Okay, thank you. I guess the uniforms are the nifty polo shirts you guy wear, right?

Robin Davis: Correct.

Councilman Collier: Alright, I'm done with my questions for your expenses. Thank you.

Mayor Jones: Are the vehicles in your department in fairly good shape? I know the SUV is, how about the truck?

Robin Davis: The pick-up is a 2000 Dodge. I think it has about 47,000, 48,000 miles on it, so it's not a lot of mileage on it. I think a couple of years ago, we just had spent \$1,400 to have the engine redone; Mike did notice the other day, we are starting to get a squeak in the front end; so we're having the gentleman where the Public Works guys take their truck to, check it out to see what's wrong with it; but other than that, it's relatively in good shape.

Mayor Jones: Questions for the Code Enforcer, Councilman Coté?

Councilman Coté: I'm looking for it. Code Violation Revenue ó it's on page 1, 650-4600, \$6,000. Is that the amount you're going to bill or do you think that's the amount you're going to collect?

Robin Davis: Well if all goes right, both. That's a number I can't tell you. I understand where you're going with that, but I take the number that I project that we're going to have to cut grass, take that in the \$200 figure, plus add a little bit for other than the grass cutting and say that's what we're going to be invoicing for; so that would be the projected revenue for that line item.

Councilman Coté: Alright, so we don't know what the bad debts are going to be?

Robin Davis: And of course, there's potentially...

Councilman Coté: I know the Receivable list has a lot of the old \$35 ones and a few of the new \$200 ones in there, that are unpaid.

Robin Davis: Correct.

Councilman Coté: So some people are not going to pay. I guess I'm thinking about reducing the number or adding a bad debts line and I'm not sure what the amount is.

Win Abbott: Councilman Coté, in your notebook of the Town Manager's draft budget, the first section, that's a narrative on page 8; it says Code Violation Fees are projected to increase because of the discrepancies between the Fee Schedule and Municipal Code Violation Costs have been reconciled. It was a Council task that we accomplished this year. The estimated revenue for each property maintenance violation is \$250; the fiscal

year 2014 budget represents 24 citations at that rate; that's how we came up with the \$6,000. To date, approximately 50 certified letters have been sent and we're not even through this year; so just as an example, if we cap it at 50 and we count on a non-payment rate of 50%, \$6,000 is the number. So it's already been backed down to something that now we have fixed the problem with regards to the differences in the Fee Schedule and what was in our Ordinance; then we started an aggressive campaign of not just enforcement, but following up with the certified letters and having a contractor do it, so we have a legitimate reason to charge the expenses; we've done that 50 times; or at least we sent the certified letters 50 times; just this year and the year's not over and the \$6,000 represents 24 instances, where we actually do it and get paid.

Councilman Coté: So you said 24 at \$250?

Win Abbott: Yes, page 8 of the book that I gave you.

Councilman Coté: I do believe what page it's on, but you said \$250 and Robin said \$200...

Win Abbott: Well that \$250 is an approximate amount. See it's \$200 per hour, is what is on our Fee Schedule. It could be less and it could be more. \$250 is a round number that we used to come up with the \$6,000.

Councilman Coté: You feel that the billings will be more than \$6,000?

Win Abbott: Yes.

Councilman Coté: Okay, thank you. Salaries ó which is on page 5 or 6. Page 6, we had \$81,377 in the budget and on the salary schedule that you sent us, we have \$80,879.

Win Abbott: I know this much, that there are two persons in that department and what was on this line item, was inclusive of the \$125 per person, Christmas bonus, just as it was for every other department.

Councilman Coté: Those all seem to be gone now.

Win Abbott: When I submitted... You're right, because I went back to the original salary schedule that just shows 2,080 hours, times those things; so there may be some difference in reconciling one line item, for the back-up reference to the other.

Councilman Coté: So, should we use the salary schedule number for the...

Win Abbott: The salary schedule number is a proven number, based upon the current rate.

Councilman Coté: Okay. It's not that much different.

Win Abbott: No, it isn't that much different and if there are going to be no raises, that could be what the number is.

Councilman Coté: And right now, that's where we're at and it's a lot easier to figure what it will cost for the raises, if we use the most correct number to start with.

Win Abbott: And those schedules I sent you this week, with everybody's current rates and the names and all that other stuff, those are proven charts.

Councilman Coté: Okay. For my version, I'm going to change that to the salary schedule number, which changes the Social Security and the Medicare and the Pension.

Councilman Collier: Which number was that that we're using now?

Councilman Coté: It's \$80,879. I would leave off the pennies.

Councilman Collier: That's fine, that just gets me a little closer when I'm trying to figure this out.

Councilman Coté: And then in Code, again, and I didn't see it anywhere else, so the spending for the Historic Preservation grant of \$5,907, didn't seem to be in this last

version that we got.

Robin Davis: We're going to be receiving a grant of \$5,907.

Councilman Coté: I see the Revenue number of \$5,907, but I didn't see the corresponding Expense number back here.

Win Abbott: If that came off with your latest version, it wasn't purposeful. It's supposed to net out to zero.

Councilman Coté: I just wanted to make sure. That's where I was headed, so we'll make sure that that the expenditure item is in there. I think that's it for the General Fund for me. Anybody else?

Mayor Jones: I have a question on page 6 under General Department, Other Expenses 5610, Economic Development Start-Up. I know we had agreed last time to add \$5,000. In the addition of \$5,000, that is only \$10,700; is that representative of the USDA grant?

Win Abbott: I must have missed that in the notes that I took. I tried to include every thing you talked about, but I didn't have the benefit of reading a transcription before doing this, because it was done in just a couple of days.

Mayor Jones: So would that line item just be \$5,000; would that line item be the one we talked about in providing for some money when Economic Development made a referral to us? I'm not sure how to explain it.

Win Abbott: I'll be very honest with you. I tried to take close notes and to make all the revisions within a couple of days as you requested and there are some things that I did not discern that Council had conclusively decided on it. This might have been one of them. For example, you talked about giving them \$5,000, in addition to the grant expenses that was a wash, and I had \$1,000 in there and was that an addition of \$5,000, or an addition of \$4,000? Do you follow me? So I wasn't real clear on what the Council wanted.

Mayor Jones: Okay and my apologies and actually it's giving it to ourselves as a fund, so that you had talked earlier about Economic Development making a recommendation to Council for the spending, instead of Economic Development spending it themselves and Council agreed on \$5,000 and the number in there is \$15,700, which...

Win Abbott: Would be representative of the \$14,700 grant being a wash, an expense, equivalent to the amount of the grant, plus \$1,000 which is what I put in there as a placeholder to begin with. So to make it correct, it would be \$19,7000.

Mayor Jones: I just want to make sure, that's how it includes both of them. Okay, great. Thank you.

Win Abbott: Yes, Ma'am.

Councilman West: Because in my notes from last week, Mayor, it was \$19,700.

Mayor Jones: Thank you. Does anybody have any other questions for Mr. Davis, before he leaves for the evening? No? Thank you, Robin. Any other items, Councilman West?

Councilman West: No.

Mayor Jones: Councilwoman Parker-Selby?

Councilwoman Parker-Selby: Not tonight.

Mayor Jones: Vice Mayor Booros?

Vice Mayor Booros: No.

Councilman West: If you need it, I'll make a motion to adjourn.

Mayor Jones: No, I'm not quite prepared for that. Mr. Abbott, the group did identify a few things tonight and I know Mr. Davis has taken notes and I took some notes too, that

I'll share with you about adjustments and comments, but the Personnel Committee pending your availability on Friday the 6th of September; very much apologize for it being a Friday, but Robin did correct us that in order to make it seven full days, it would need to be noticed in the morning. Could we call a meeting of the Personnel Committee that afternoon?

Win Abbott: Yes, Ma'am.

Mayor Jones: Thank you and I think we traditionally meet at 4:45?

Win Abbott: Yes.

Mayor Jones: Thank you. We will be talking about salaries and I know up until now the Personnel Committee has enjoyed very private meetings. I don't know whether or not we need to request it to be Executive Session? What's your feeling?

Win Abbott: If you're talking about an individual, yes. If you're talking about salary increases in general, or by department, no.

Mayor Jones: We're specifically targeting the police and the adjustments, some made by you, some made by the Ad Hoc Committee.

Win Abbott: In that case, it would be no; because this is a case... in the Personnel Policy Manual, or our Ordinances, it says in the case of uniform adjustments for market rates; or whatever the case is. It talks about uniform adjustments for those things and if we're looking at even classes of employee, within the department, as I had indicated on that competitive salary announcement; then it's not about the qualifications of an individual. It's about uniform adjustments to meet the market demands.

Vice Mayor Booros: Mayor Jones, I also passed out that piece of paper from the IG's office that says, Police Officers names and salaries are not to be kept... It's not a FOIA thing.

Mayor Jones: Alright. Well we were talking about adjustments in those and I just want to be sensitive to that, in case we were talking about individuals, not their performance as it relates to salary; so just adjustments. Okay, I'm comfortable with that, as long as the two of you feel like that, that's fine. Does anyone have anything else this evening to add to this? Mr. Abbott, did you have anything this evening to add to this.

Win Abbott: Nothing to add, just a question perhaps for the good of the order. For all intents of purposes, tomorrow the agenda is going to be posted for the next Council Meeting and it was the goal to vote on the budget at the September Council Meeting. Should we anticipate the fact that the budget's going to be brought up, voted down and we're going to have another meeting to talk about the budget after the Council Meeting? I just want to set the proper level of expectations for everybody involved.

Mayor Jones: I have my own sense and that would be that with the information that comes out of the Personnel Committee on the 6th, the 9th will be then used to possibly adjust those salaries in the Police Department, which I know is making you crazy, because we haven't come to a figure. So that information will come forward on the 9th. I would like to recommend, myself, that we schedule a meeting after the 19th for the passing of the budget. Anybody have any feelings on that? I mean if you think you'll be ready to pass it on the 9th with the new numbers, that doesn't give Mr. Abbott any time to sit there and make sure that that thing is balanced. That concerns me.

Councilwoman Parker-Selby: Right. I agree.

Mayor Jones: You could have that just thrown at you on that evening.

Councilman Collier: I don't anticipate passing it on the 9th.

Councilwoman Parker-Selby: I don't see how we could do it either.

Councilman Collier: Because we haven't even gotten to some sections.

Win Abbott: We've got everyone here, let's pick a date.

Councilman Coté: We're just so excited to have another budget meeting. But I do have two more small line questions on the water budget.

Mayor Jones: Alright. May we pick a date very quickly, since we've kind of shifted to that calendar issue. Let's not make it terribly late, because let's face it, we would hate to have yet another one, so our goal would be the second meeting in September to push this budget through.

Councilman West: How about the 16th, which is the following Monday?

Mayor Jones: Isn't traditionally that third Thursday the second meeting that is... Oh we don't have to follow that tradition.

Win Abbott: That's right. It's traditional. I'd rather we got it done sooner, rather than later. That third Thursday is really close to October 1.

Councilwoman Parker-Selby: I'm clear on the 16th.

Vice Mayor Booros: How much time to make that adjustment; if we come to you with those numbers from the Personnel Committee, you'll be at the Personnel Committee.

Win Abbott: Right. Depending upon what else Councilman Coté throws at me... It might just take me a few hours.

Mayor Jones: But the Personnel Committee needs to make that recommendation to Council. We can't just run...

Vice Mayor Booros: Right, on the 9th.

Mayor Jones: On the 9th.

Vice Mayor Booros: So how many days do we need to put those recommendations into the spreadsheet.

Win Abbott: Not long at all. I mean, really, Monday the 16th would work. I can get it done on Tuesday the 10th; we'll have the agenda posted. What the subject of the meeting is is not going to change.

Vice Mayor Booros: And can we get together that Thursday the 12th?

Win Abbott: We could yes.

Councilman West: I can't be here.

Councilwoman Parker-Selby: The 12th I have a big dinner in Wilmington at 5:30.

Councilman Coté: I have just a question on all of this. You folks' Personnel Committee meetings sounds like it's about the Police Department issues...

Mayor Jones: But it can be other. We have others listed.

Councilman Coté: Well, is there any thought of raises for those people who aren't policemen?

Mayor Jones: If you would like the Personnel Committee to consider that, that is the time. The Personnel Committee is looking at, by my list, adjustments to the police salaries, physical standards for the Police Department... Is that correct?

Vice Mayor Booros: Mayor Jones, if we are going to look at raises for the others, that would be in Executive Session, because we would be talking about the individuals.

Win Abbott: Vice Mayor Booros, how about if we put that as an item on the agenda for the Personnel Committee meeting and I'll provide some information about Chapter 26, because as I read it, there might be a couple of different ways to look at that and I don't want us to get into a place where it's not defensible. That is, to be very pointed, it says

that a step in grade is all that may be granted by the rating officer, which would be their immediate manager. So that wouldn't put it in the Personnel Committee's hands for an individual; furthermore, because we haven't been using that graded scale, we really don't have a definition for step in grade, except for the minimum 5% increase for somebody to move to a position of a higher classification. It gets kind of sticky to do that. Now, the Council...

Vice Mayor Booros: Then I would make a motion that nobody gets a damn raise this year until we can get an opportunity to fix it.

Mayor Jones: Wait a minute. We just...

Councilman Collier: It's outside the agenda.

Mayor Jones: Okay, thank you.

Win Abbott: That's right and the Council may decide to have budgeted amounts for raises in a general sense, but that it not be applied, as is the case with the State of Delaware, not be applied until some later point in time.

Vice Mayor Booros: That's what I was _____. That's what we did last year and it was supposed to be applied, based on the Personnel Committee's review of performance appraisals. That's all I'm talking about; but when you're reviewing performance appraisals, you're going to do it in Executive Session, you're not going to do it in public. That's all I'm saying, so if Council wants the Personnel Committee to look to see whether or not we're going to give all these people a raise this year, we're going to have to look at some performance appraisals.

Mayor Jones: But, let me... I'm just looking for guidance here. If the Personnel Committee on the 6th makes a recommendation, again, for a pot of money, contingent to be distributed after the Personnel Committee is able to review the evaluations, all it means is that the pot of money goes into the budget and the salaries are not distributed, or the increases are not distributed. That's acceptable, is that not?

Win Abbott: Yes, Ma'am. That works.

Vice Mayor Booros: That's acceptable to me. It was acceptable to me last year, also.

Mayor Jones: And everybody would be on the same page this year; we would all hear the same thing; just by creating a pot of money this year. Okay. So we've decided on the 16th, it's a Monday, 6:30 here in the library, providing we can get that location?

Councilwoman Parker-Selby: Fine.

Councilman Collier: Works for me.

Mayor Jones: Alright, Councilman Coté you had two more items.

Councilman Coté: And they're both small. Water Department, Other Expenses ó the column that shows the reduction that we're going to be taking for account 5440, which is on page 8, it shows that they were going to take a \$400 reduction in that expense, but the budget amount did not change.

Mayor Jones: That's propane, right?

Councilman Coté: Yeah. So the \$3,800 looks like it should be \$3,400. Because I have the August 7th version and it shows that amount as \$3,800 and it's still \$3,800. So if we take that deduction, it should be \$3,400 and about four lines further down, Repairs and Maintenance Building; it was on August 7th, \$1,500; it shows a \$500 reduction to be taken, but it's still \$1,500; so \$1,000.

Mayor Jones: My only questions is a follow-up to someone had asked Mr. Davis about his phone expenses in Code. On that same page 8, the 5480 telephone water, are those

both land and cell lines?

Win Abbott: No, those are just the cell lines. We don't have a phone in garage and I'm pretty sure it contains a third cell line, which is used for the transmission of data from the well house on the condition of the tower and other things like that; that is an Internet based service and then Dustan gets text message alerts when things are wrong.

Mayor Jones: Okay. I have no more questions this evening, anyone else?

Councilwoman Parker-Selby: No questions, just a comment, Mr. Abbott. I did not get all of those emails. The only email that came to me, might be the website, was the engineering piece; so when I got here I was talking about _____ papers and all; none of that came up on my email; so could you check that?

Win Abbott: Would you like for me to print you out hard copies for you?

Councilwoman Parker-Selby: Yes, I'll pick them up from the office.

Win Abbott: That's what we'll do.

Councilwoman Parker-Selby: Because I called the office to see if there was anything I needed and they said no; then when I got here and saw these papers, I said, wait a minute; because this is the only thing that showed up on my email.

Win Abbott: Okay. Let me print out hard copies for you.

Councilwoman Parker-Selby: I will pick them up.

Win Abbott: When I send out emails for the whole Council, I usually count 1, 2, 3, 4, 5, 6, 7; okay I'm good.

Councilwoman Parker-Selby: It looks like it could have been, when I thought about it, because it was up there, like way up high; so it could have been something in the system. But I just wanted to let you know.

Mayor Jones: So I will get together with other people. I know that the Treasurer took notes tonight about some adjustments in the lines. I believe Robin took them. We will make those notes and get those to you as quick as we can in order so that you could spit out yet a budget that we will have to review on the 9th. But it won't have the adjustment in salaries from the meeting on the 6th.

Councilman Coté: And just a quick note on that. We passed over it rather quickly that the Holiday Bonus amount of \$125 per person, is taken out of the salary line, but it wasn't put anywhere else.

Mayor Jones: Oh, I'm interested in that being available to the employees.

Councilman Coté: It wasn't put anywhere else. So if we want to put that back in, we should pass that on.

Mayor Jones: Do we have a consensus? I am for that and I don't know that we need to take it in the form of a vote, but a consensus would be nice. It's been removed from the salaries. It's not been added back in as a bonus. It's \$125, less tax, per person for Christmas.

Councilman Coté: Or \$125, plus tax.

Mayor Jones: Excuse me. Well, less tax by the time you get it in your hands.

Councilman Coté: Well that's you getting it in your hands; by the time we pay it, it's \$125 plus tax.

Mayor Jones: I understand. I understand.

Councilman West: I have no problems with it.

Vice Mayor Booros: I have no problem with it.

Councilwoman Parker-Selby: I don't have a problem with it.

Mayor Jones: Alright, we're all for it; would you add that back in please?

8. Adjournment

Mayor Jones: If I hear no other comments on the budget this evening; do I hear a motion to adjourn?

Councilman West: I make a motion to adjourn at 8:49 p.m.

Councilman Côté: Second.

Mayor Jones: Any discussion? Hope not. All those in favor say aye. Opposed. Motion carried.